

**Town of Trumbull Ad Hoc
Cable Television Advisory Committee
Corrected Minutes of March 1, 2007**

In attendance:

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|---------------|----------------------|
| John Annick | Jon Mark |
| Ray Baldwin | Rob Miller |
| Donna Cassidy | Tony Minotti |
| Deborah Cox | Debra Owen |
| Kate Donohue | Tony Pijar |
| Vince Fini | Jim Somers |
| Anup Gupta | Shawn Tait |
| Jeff Hacket | Leisa Taylor |
| Jim Lang | Patricia Zablocky |
| Marilyn Lord | Mary Pat Healy, AT&T |

The meeting was called to order at 8:10 a.m. by John Annick.

• Opening Comments by J Annick

- Problems on operations due to death of Joe Vecchione's daughter.
- A Videographer meeting was held at THS
 - o scheduling issues – 10 videographers (3 professionals)
- We are still working on sound issues for the Council chamber meetings
- Shawn is working on loss of music for the station
- Request for musical – need signed author from producers
- U.I. Energy 101 video will be received for showing
- Griffin Hospital article on "talking prescription box." This program was taped for viewing.
- We will meet Friday to start a potential series of 6 police department sessions. A THS student will work with Deb Owen, as his advisor and one of our videographer's on the project.
- New Canaan gets \$7,500 from Cablevision and they also conduct a fundraiser. In addition, they have a single donor who gives \$25,000 per year.
- We will tape a safety video for senior citizens:
 - o Need UPS, Fedex, and Mailmen Models
 - o Let Jim Somers know if you have any people in these categories that would make a good model.
- In budget review, we were not asking for new equipment. Of \$16,000 we had, we are allocating
 - o \$9,100 – went to the server mentioned above
 - o \$TBD for audio needs in Council chambers - microphones
 - o \$ TBD for audio for outside venues
- We will review capital 5 year plan this year

- Meeting Minutes: Kate, Marilyn motioned for approval
 - o Jim Lang mentioned corrections – add to sentence, might not have a way to connect cameras
 - o Minutes with the above corrections were approved unanimously.

- AT&T, Mary Pat Healy gave an update of the planned video market entry of AT&T
 - o AT&T had entered into the video market
 - Supports government, education, public
 - 9 towns currently –partially wired
 - very new technique – soft launch
 - working with cable companies in Hartford
 - obligated to prove device levels
 - delivery is fiber
 - 50% of state built over next three years
 - \$6 per subscriber will go potentially to the town

- Soundview community media is 3rd party for Cablevision area
- CABLE ADVISORY REPORT
 - Rate increase for charter begins today (March 1st)
 - Primary digital tier is in 2 pieces – you don't need to take the 2nd tier – if you don't rate goes up by \$7, otherwise it goes up by \$6-10
 - The tiers are outlined in your mailings
 - Currently short on boxes
 - Soundview funded through Cablevision
- Equipment
 - New video-on-demand server equipment is due next week
 - Allows to store programs capability and have fixed in time for programs on webcast
 - Shawn invited input on the fonts for the bulletin boards
 - Studio has been cleaned up – new lighting scheme, green screen being created
- Debra Owen reported that black t-shirts are coming in time for expo for videographers
- Business Cards
 - Jim Lang presented a sample of the new business cards for the videographers. Kate Donohue will donate the card stock so that we can print them in-house.
 - It was suggested that the back of the card state, “for airing times, please check Channel 17 or www.trumbull-ct.gov”.
 - Business Cards will display the videographer's name, title, and email address. John Annick will create list
- Remote access - Eblast
 - Superintendent's assistant, Mary Konecey, is now wired for remote access so she can send out emergency access messages directly to Channel 17
 - Put on town website that Emergency messages are available on channel 17
 - Working with police department on this too
- Trumbull High School
 - Students are working on interviewing techniques
 - Some of the students created videos and are being slated for filler
 - Some concern about release / permission for students being videoed for TV
 - Blogs for current events in Laura Alford's class – might make a good interview
 -
- Business Expo – March 28th
 - Students will cover career Expo speakers.
 - Leisa will cover exhibit hall
 - Patti will obtain the release form from Peg Pirelli and put it on the website

Next meeting will be Thursday, April 12th at the Helen Plumb Bldg.

Meeting Adjourned at 9:00